



State of Utah
School and Institutional
Trust Lands Administration

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Fax No. (801)355-0922
Web site: trustlands.utah.gov

FOR OFFICE USE ONLY

Receipt Date

Receipt Number

Amount Received

Check Number

Material Permit Revenue Report

Please print or type

Payor Name: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Account No. _____

Page _____ of _____

1) State Lease Number: _____

2) Product Type: _____

3) Report Period, From: _____ To: _____

4) Quantity: _____

5) Rate: _____

6) Amount Due: \$ _____

7) Deductions: \$ _____

8) Amount Paid: \$ _____

Preparer's Name: _____ Date: _____

Telephone No: _____ E-mail _____

Material Permit Revenue Report Instructions

Enter Payor Name and Account No. (Lessee number)

1) **State Lease Number:** for example, MP 0001.

2) **Product Type:**

- GB – Granular borrow, pit run material
- RB – Road base, crushed or screened material
- WSR – Washed sand or rock
- PG – pea gravel or road chips

3) **Report Period:** the month or the beginning and ending month the transactions occurred, reported either every month, quarter, semi-annually, or annually. Reports are due as specified in your material permit or by agency rule. If not specified in the material permit, the report and payment is due by the last day of the month that succeeds the last month of the permit year.

4) **Quantity:** if applicable, the quantity or volume of production or sales of material permit commodities are as described in the material permit.

5) **Rate:** the rate by volume the lessor retained as described in the material permit.

6) **Amount Due:** multiply line 4 by line 5.

7) **Deductions:** for taking a credit for prepaid lease rent and other amounts preauthorized by the agency. The deduction is limited to the amount due for the period. The prepayments may only be recovered in the current lease year.

8) **Amount Paid:** the amount due on line 6 less any deductions from line 7.

Upon completion, please verify all calculations.